

CITY OF LINCOLN/LANCASTER COUNTY
CONTRACT AWARD NOTIFICATION
ANNUAL REQUIREMENTS FOR
HAND TOOLS, MINITURE HOUSEHOLD BATTERIES
AND RELATED ITEMS

DATE: December 6, 2004

CONTRACT PERIOD: Jan.1,2005 thru Dec. 31,2005

CONTRACTOR: Tool House
P.O. Box 80759
800 "Q" Street
Lincoln, NE 68508

PURCHASING DIVISION
K-STREET COMPLEX
440 SOUTH 8TH STREET
LINCOLN, NEBRASKA 68508
(402) 441-7410

Company Representative: Tim Prockish
Telephone No.: 402/476-6673
FAX No.: 402/476-0049
E-Mail Address: tim@toolhouse.com

THE CITY/COUNTY'S SPECIFICATIONS AND THE CONTRACTOR'S ACCEPTED PROPOSAL AND PRICING SCHEDULES, NOW ON FILE IN THE OFFICE OF THE CITY CLERK AND/OR THE COUNTY CLERK, ARE ADOPTED BY REFERENCE AND ARE AS FULLY A PART OF THIS CONTRACT FOR THE ABOVE-NAMED COMMODITY AS IF REPEATED VERBATIM HEREIN.

AS PER RENEWAL LETTER Dated November 3, 2004 &
ATTACHMENT DATED OCTOBER 13, 2003

NO ACTION NEED BE TAKEN BY THE CONTRACTOR AT THIS TIME. ORDERS FOR MATERIAL WILL BE MADE AS NEEDED BY THE VARIOUS CITY/COUNTY DEPARTMENTS.

DEPARTMENTS REQUIRING CATALOGS AND/OR PRICING SCHEDULES SHALL NOTIFY THE CONTRACTOR DIRECTLY.

f/sharpurch/awardnotification/con96199

EO# 71859
Dated 11/30/04



THE
TOOL
HOUSE

CONSTRUCTION INDUSTRIAL SUPPLY AND FASTEN

800 G Street • PO Box 80759 • Lincoln, NE 68501

8811 J Street • Omaha, NE 68114

402-476-6673 • Fax 402-476-0049

402-592-7385 • Fax 402-592-7386

Toll Free 800-279-2658 Omaha Toll Free 888-752-4

OCTOBER 18, 2002

Mr. Tom Kopplin
City of Lincoln
440 South 8th
Lincoln, NE 68508

Dear Tom,

The Tool House would like to renew the contract for Hand Tools, Miniature Household Batteries and related items as shown under Specification No. 96-119 through December 31, 2003 with an increase of 4%. We have renewed this contract every year since 1996 with no increase to the City of Lincoln. Due to several price increases from the manufactures on the products in the contract, we feel that 4% is a fair escalation. We value doing business with the City of Lincoln, and enjoy you as a customer. If you have any questions please feel free to call me.

Sincerely,

Tim Prockish
The Tool House



800 "Q" Street • P.O. Box 80759 • Lincoln, NE 68501
(402) 476-6673 • FAX (402) 476-0049

NAT'L WATTS 800-279-2658

8811 "J" Street • Omaha, NE 68127
(402) 592-7385 • FAX (402) 592-1968

Construction and Industrial Supply

December 10, 1999

Mr. Larry Schauer
City of Lincoln
440 So. 8th
Lincoln, NE 68508

Dear Larry,

Following is our proposal for your review:

- ◆ Renew the contract for hand tools, hardware, fasteners and related items as shown under Specification No. 96-199 through December 31, 2000
- ◆ Meet with individual department heads to determine most-used items and establish pricing that will be honored for all your departments
- ◆ Continue to offer and provide twice-daily delivery service to local sites
- ◆ Warranty all products purchased from The Tool House that the city is not 100% satisfied with
- ◆ Provide full warranty and repair on all items purchased from The Tool House
- ◆ Meet with your office once each quarter to review issues that may arise
- ◆ Explore the use of debit cards by your personnel to help lower overall cost of city expenditures
- ◆ Supply all city departments with Tool House catalogs listing prices that will be discounted from 0 to 15%. The city can expect 90% of the items shown in our catalog to be discounted 5 to 10%
- ◆ Offer half-day, daily, weekly and monthly rental on over \$200,000 worth of equipment and tools, many of which are unavailable elsewhere in this area
- ◆ Create additional value to the city with experienced, knowledgeable people on staff to provide skills and abilities beyond the scope of a seller-buyer contract

Sincerely,

Kirby Poppert

cc: Paul Ahrendt



Construction and Industrial Supply

800 "O" Street • P.O. Box 80759 • Lincoln, NE 68501
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**THE FOLLOWING ITEMS ARE PRICE REDUCTIONS FROM
THE ORIGINAL CONTRACT**

- | | |
|---|-----------------------|
| 1. Alkaline 1.5V D cell battery—435777 | From .61 to .57 each |
| 2. Alkaline 1.5V AAA battery—435769 | From .34 to .31 each |
| 3. Nupla SP2L, LHSP shovel—672071 | From 21.00 to 19.99 |
| 4. Duct tape, 2" x 60 yd.—UT1022A2 | From 2.96 to 2.89 |
| 5. Bauer 8' fiberglass heavy duty step ladder, type 1-A | From 121.98 to 109.00 |

**THE FOLLOWING ITEMS ARE PRICE INCREASES FROM
THE ORIGINAL CONTRACT**

- | | |
|---|----------------------|
| 1. Alkaline 1.5V N cell battery—435737 | From .44 to .60 each |
| 2. Channel Lock 440G 12" pump pliers—010057 | From 7.85 to 8.78 |
| 3. Wiss M3R straight tin snip compound action—099141 | From 11.54 to 11.87 |
| 4. Seymour AR-30 asphalt rake—223201 | From 32.44 to 34.29 |
| 5. Stanley Powerlock II 25' measuring tape—33-425 | From 10.96 to 11.24 |
| 6. Champion 705C —15/64" cobalt steel split point
jobber length 135 degree drill bit | From 1.67 to 1.93 |

SCOPE OF SERVICES

1. SCOPE OF AGREEMENT

- 1.1 Furnish and deliver hand tools and related hardware items for the term of the agreement as ordered by the Purchasing Warehouse.
- 1.2 Term of agreement shall be one (1) year from date of agreement, with options to renew for two (2) additional one year terms.

2. INQUIRIES

- 2.1 All inquiries concerning this request for proposal shall be directed to:

Larry L. Schauer, Asst. Purchasing Agent
Rm 310, County-City Building
555 S 10
Lincoln, NE 68508
Phone: 402/441-7414; FAX: 402/441-7414
441-6513

- 2.2 See Instructions to Proposers regarding the method of answering inquiries.

3. GENERAL PROVISIONS

3.1 Stock Items

- 3.1.1 Vendor shall assist the Purchasing Warehouse in the development of a Stock Item list of repetitively purchased items.
- 3.1.2 The Stock Item list may require periodic revisions.
- 3.1.3 For cost comparison purposes only, the items specified on the attached Proposal Form represent several of the current repetitively purchased items.

3.2 Pricing

3.2.1 Stock Items

- 3.2.1.1 Prices for Stock Items shall be firm pricing on a unit basis for the term of the agreement.
- 3.2.1.2 Pricing for additions to the Stock Items list shall be negotiated upon revision of the Stock Item list.

3.2.2 Non-Stock Items

- 3.2.2.1 City is requesting a "cost plus" agreement on all other items contained in Vendor's standard catalog and any special purchase items.
- 3.2.3 City reserves the right to obtain separate bids on special or large quantity purchases.

3.3 Orders

- 3.3.1 Orders for stock and non-stock items will be placed by the Purchasing Warehouse on an as-needed basis.
- 3.3.2 Proposer shall indicate on the Proposal Questionnaire any means by which electronic orders will be accepted, and proposer's capability to enhance the Purchasing Warehouse's electronic ordering capability.

3.4 Deliveries

- 3.4.1 All deliveries shall be made to the Purchasing Warehouse for re-distribution to the various City departments.
- 3.4.2 Deliveries for Stock Items shall be made the next business day after order.

3.4.3 Proposers shall state on the Proposal Questionnaire their delivery schedule for non-stock and special orders.

3.5 Back Orders and Returns

- 3.5.1 Back-orders and returns of Stock Items must be held to a minimum, shall not exceed 3% of total items ordered (97%) fill rate.
- 3.5.2 A repeated pattern of back orders and returns of Stock Items may be cause of cancellation of the agreement.
- 3.5.3 Stock items shipped in error must be replaced at vendor's expense within one (1) business day of notification.
- 3.5.4 Any item delivered which is found to be damaged or incomplete must be repaired or replaced within four (4) working days of notification.
- 3.5.5 Proposers must state on Proposal Questionnaire their fill rate policy for procedures for handling returns.

3.6 Catalogs

- 3.6.1 Proposers shall submit their full-line catalog with their Proposal documents.
- 3.6.3 City desires assistance from vendor to develop a Stock Item catalog for distribution to the various departments and agencies, either as a special publication or as a pricing supplement to vendor's full line catalog.
- 2.6.4 Purchasing Division may restrict certain items listed in the vendor's full-line catalog which are normally bid due to volume or category, or which are of a quality level not suitable for the departments' applications.

3.7 Reports

- 3.7.1 Proposers shall indicate on the Proposal Questionnaire their ability generate monthly and year-to-date management reports.

3.8 Tool warranties

- 3.8.1 All tools shall carry a one (1) year warranty against defects in material and workmanship.
- 3.8.2 In addition, mechanics tools shall carry an unconditional lifetime warranty.
- 3.8.3 Proposer shall state all applicable warranty terms and conditions on the Proposal Questionnaire, including any satisfaction guarantees offered directly by the proposer.

4. VENDOR ADDED SERVICES

- 4.1 City seeks assistance from the vendor to improve, modernize and enhance the procurement and delivery of hand tools through the Purchasing Warehouse.
- 4.2 The City may request the vendor to participate in workshops and vendor exhibits at the Purchasing Warehouse to assist in familiarizing the departments with the vendors products and the ordering process.
- 4.3 Proposers may suggest additional services they are particularly capable to perform, such as tool rentals and tool repairs.
- 4.4 A complete description of these added vendor services shall be typed on your company letterhead, labeled "Additional Services", and submitted with your Proposal Documents.

5. EVALUATION CRITERIA

- 5.1 Award of agreement will be made to the most responsive proposer whose response complies with all the requirements of this Request For Proposals and addenda, except for such minor defects as may be waived by the City.
- 5.2 Evaluation criteria will include, but not be limited to:
 - 5.2.1 Level of inventories and number of tool manufacturers represented by your company.
 - 5.2.2 Pricing, billing, delivery, return policies, and other provisions offered to the City.
 - 5.2.3 Any additional services, warranties, etc., offered by the proposer of benefit to the City.

6. SUBMITTAL REQUIREMENTS

- 6.1 Submit three (3) copies of your Proposal documents, one of which must be the signed original.
- 6.2 Full-line catalog(s).
- 6.3 Samples of management usage reports.
- 6.4 A complete explanation of all exceptions to this Request for Proposals detailed on company letterhead.
- 6.5 A listing of any additional services offered to the City, along with any terms and conditions required by your company.